



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President - Chris Steele • Vice-President - Kevin Graves • Director - Jim Mattison • Director - Mark Simon • Director - Ray Tetreault

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
TOWN OF DISCOVERY BAY CSD
Wednesday August 1, 2012
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:52 p.m. by President Steele

Pledge of Allegiance – Led by President Steele

Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. PRESENTATIONS

None

D. AREA AGENCIES REPORTS / PRESENTATION

1. SHERIFF'S OFFICE REPORT

Lieutenant Alan Johnson – Provided the law enforcement report for the month of June and July

There was discussion between Lieutenant Johnson and the Board. There was one (1) Public Comment Speaker

2. CHP REPORT – No Report

3. FIRE DISTRICT REPORT – No Report

4. EAST CONTRA COSTA FIRE PROTECTION DISTRICT REPORT – No Report

5. SUPERVISOR MARY PIEPHO, DISTRICT III REPORT – No Report

E. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report

General Manager Howard – Provided details from the Code Enforcement meeting dated July 26, 2012

4. Special Districts Report** – No Report

**These meetings are held Quarterly

F. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Minutes of previous Regular meeting dated July 18, 2012

2. District Invoices

3. Adoption of the Town of Discovery Bay CSD Resolution 2012-17 for the Proposed Series 2012 Enterprise Revenue Bonds

4. Approval of First Amendment to Employment Contract with General Manager

5. Purchase of 2012 Ford Escape

There was one (1) Public Comment Speaker

Motion by: By Director Simon to approve the Consent Calendar

Second by: Director Tetreault

Vote: Motion Carried – AYES: 5, NOES: 0

G. PUBLIC HEARING to Consider the Following

- 1. Town of Discovery Bay CSD Water and Wastewater Service Charges Report for the Fiscal Year 2012-2013; continue Collection of the charges on the County Tax Roll and adoption of Resolution No. 2012-19**

General Manager Howard – Provided details on item G-1

There was discussion between the General Manager and the Board

President Steele – Opened the Public Hearing for Public Comment

There was no Public Comment

President Steele – Closed the Public Hearing

Motion by: Director Mattison to lower the Town of Discovery Bay CSD Water Rate by 5%

Second by: Vice-President Graves

Vote: Motion Carried – AYES: 5, NOES: 0

Motion Amended by: Director Tetreault to Approve Resolution 2012-19 with the amendments of the previous motion

Second by: Director Simon

Vote: Motion Carried – AYES: 5, NOES: 0

- 2. Town of Discovery Bay CSD Ravenswood Landscape Zone #9, Park, Lighting and Open Space Improvements District Assessments Report for the Fiscal Year 2012-2013; continue Collection of Assessments on County Tax Roll and adoption of Resolution No. 2012-18**

General Manager Howard – Provided details on item G-2

President Steele – Opened the Public Hearing for Public Comment

There was no Public Comment

President Steele – Closed the Public Hearing

Motion by: Vice-President Graves to accept Resolution 2012-18 with regards to the Ravenswood Landscape Zone #9

Second by: Director Mattison

Vote: Motion Carried – AYES: 5, NOES: 0

H. NEW BUSINESS AND ACTION ITEMS

General Manager Howard – Items H-1 and H-2 discussed in reverse order

- 1. Contra Costa County Airports Comment Request – Airport Master Plan – Proposed use of the Mariposa Community Benefit Fund for Byron Airport improvements**

General Manager Howard – Provided details on item H-1

There was discussion between the General Manager and the Board

Motion by: Director Tetreault to direct Staff to draft a letter with no negative comment

Second by: Director Simon

Vote: Motion Carried – AYES: 5, NOES: 0

- 2. Review “Draft” Town of Discovery Bay Community Services District Capacity Fee Program**

General Manager Howard – Introduced Tom Gaffney with Bartle Wells Associates and also provided details on item H-2

Tom Gaffney with Bartle Wells Associates – Provided additional details on item H-2

There was discussion between Tom Gaffney, the General Manager, and the Board

General Manager Howard – Staff will bring the final document to the first meeting of September

There was one (1) Public Comment Speaker

Hofmann Company – David Lennon – Provided additional details on item H-2

General Manager Howard – Staff is not requesting action at this time, feedback only

I. PRESIDENT REPORT AND DIRECTORS’ COMMENTS

Director Simon – Provided details in regards to the Chase Bank ATM project being turned down

- 1. Discussion regarding the Peripheral Canal Impact**

President Steele – Provided details on item I-1

There was discussion between the General Manager and the Board

The Board requested that a letter be sent to Governor Brown and other Agencies in regards to the Peripheral Canal Impact

There was (1) Public Comment Speaker

J. MANAGER’S REPORT

None

K. GENERAL MANAGER’S REPORT

- 1. Consideration of Monthly Newspaper Article**

General Manager Howard – Provided details on item K-1

There was discussion between the General Manager, Legal Counsel, and the Board

Motion by: Director Tetreault to have articles written by Director Mattison and approved by Staff for the Newspaper

Second by: Director Simon

Vote: Motion Carried – AYES: 5, NOES: 0

- 2. Board Subcommittee Meeting Schedule**

General Manager Howard – Provided details on item K-2

There was discussion between the General Manager, Legal Counsel, and the Board

General Manager Howard – Stated that this item will be brought back as an Agenized item for the first meeting of September

3. DRAFT of Town of Discovery Bay Emergency Operations Plan

General Manager Howard – Provided details on item K-3

There was discussion between the General Manager and the Board

There was one (1) Public Comment Speaker

General Manager Howard – Stated that this item will be brought back as an Agenized item for the first meeting of September

L. DISTRICT LEGAL COUNSEL REPORT

Legal Counsel Schroeder – The Board meet at 6:30 p.m. for a Special Closed Session. All five (5) Board Members were present during the Closed Session regarding action item D-1 and there is no reportable action

M. COMMITTEE UPDATES

Director Mattison – Provided his report and details of the meeting dated July 26, 2012

N. CORRESPONDENCE – Discussion and Possible Action

1. R - Central Valley Regional Water Quality Control Board regarding Wastewater Treatment Plant dated July 6, 2012
2. R - Byron Municipal Advisory Council meeting Minutes dated May 17, 2012
3. R - Contra Costa County Department of Conservation and Development regarding Notice of Extended Public Review Period for Pantages Bays dated July 23, 2012

O. PUBLIC RECORD REQUESTS RECEIVED

P. FUTURE AGENDA ITEMS

Director Mattison – New Office Space

Director Mattison – Discussion/update of jurisdiction on two (2) parks

Q. ADJOURNMENT

The meeting adjourned at 9:20 p.m. to the next regular meeting on August 15, 2012 at 1800 Willow Lake Road

//cmc – 08.03.12

<http://www.todb.ca.gov/content/agenda-and-minutes/>